

**NEVADA DEPARTMENT OF CORRECTIONS
ADMINISTRATIVE REGULATION
123**

DIVISIONAL REPORTING

Supersedes: AR 123 (Temporary, 02/08/10)

Effective Date: 05/20/10

AUTHORITY: NRS 209.241; NRS 209.341; NRS 209.351

RESPONSIBILITY

Administrators, Wardens, and Division Heads are responsible to identify and develop reports for internal use as well as to comply with external requirements. (4-4019)

123.01 PROCEDURES

1. Reports will be developed, collected, and distributed by:

- A. Offender Management Division
- B. Medical Administration
- C. Support Services/Fiscal Division
- D. Personnel/Training Division
- E. Victim Services
- F. Institution/Facilities
- G. Programs-Re-entry, Education, Substance Abuse
- H. Inspector General Office

2. The type, frequency, and information contained within these reports will be determined by the requirements of the Department as well as applicable state and federal laws and statutes.

- A. Information developed should be relevant to the mission of the Department.

3. Information contained within these reports will not be considered-for-public distribution unless prior approval has been obtained.

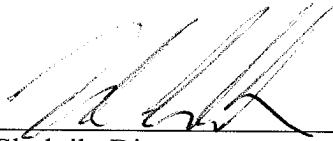
4. Requests for new reports/information must be reviewed and approved by the appropriate Division Head.

APPLICABILITY

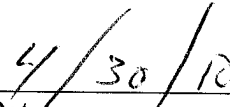
1. This procedure requires an Operational Procedure for all Divisions.
2. This regulation requires an audit.

REFERENCES

ACA Standards, 4th edition 4-4018



Howard Skolnik, Director



Date